

**DEPARTMENT OF COMMERCE
OFFICE OF SECURITY
NATO BRIEFING CERTIFICATE**

The United States Authority for NATO affairs has established security measures that are required for the safeguarding of NATO classified information in the possession of U.S. personnel. These procedures supplement the Department of Commerce provisions for the protection of U.S. classified information. Personnel who have access to NATO classified information are advised that:

1. The marking "NATO" on a document signifies that the document is the property of NATO. (North Atlantic treaty Organization)
2. The marking "COSMIC" is also used on a NATO (TOP SECRET) document to signify that it is the property of NATO and that it is subject to special security controls. Additional briefings are required prior to access.
3. The term "NATO classified information" refers to classified information circulated within NATO. It includes information received from member nations as well as information originated in the NATO organization itself. Classified information contributed by a member nation remains the property of the originating nation even though it is circulated in a document belonging to NATO.
4. NATO classified material markings are: COSMIC TOP SECRET, NATO SECRET, NATO CONFIDENTIAL, and NATO Restricted. NATO classified material is protected in accordance with supplemental NATO regulations and the U.S. regulations pertaining to U.S. material of equivalent classification, i.e., TOP SECRET, SECRET, and CONFIDENTIAL. NATO "Restricted" documents shall be marked "HANDLE AS U.S. CONFIDENTIAL" and protected accordingly.
5. A final personnel security clearance for a U.S. citizen is valid for access to NATO information of the same or lesser security classification provided the individual has been given a NATO security briefing. A separate record is maintained by the Security Department of all employees who have been authorized access to NATO classified information.
6. A company granted Confidential clearance is NOT valid for access to NATO Confidential information but is valid for access to NATO Restricted information only.
7. Personnel who are authorized access to NATO classified information have a continuing personal responsibility for safeguarding NATO classified information.
8. When U.S. personnel are in other NATO countries they may be subject to the laws of those countries which pertain to the handling of classified information.

9. Combinations to security containers that house NATO classified information must be changed every six months.

10. Personnel with access to NATO information require a yearly re-briefing.

11. NATO classified information which is contained within a U.S. document is except from the special requirements noted above.

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My signature below indicates that I have read/been briefed and understand the Department of Commerce, Office of Security NATO Briefing. I am aware that any questions I have concerning the contents of this briefing should be directed to my Regional Security Officer.

PRINT NAME _____

SSN _____

BUREAU/OFFICE _____

WORK PHONE _____

SIGNATURE

DATE

Collection of this information is authorized by Executive Order 9397, 10450, 12356, U.S.C. 301 and 7531-532; 15 U.S.C. 1501 et seq; AND 44 U.S.C. 3101

Please forward this signed page to the following:

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